

## **Minutes of the Suffield Permanent Building Commission**

Thursday, March 29, 2012

### **PBC Members Present**

Joe Sangiovanni, Chairman  
Glenn Neilson, Vice Chairman  
Gene Torone  
Bill Gozzo  
Cathie Ellithorpe

### **Absent PBC Members**

Kevin Goff

### **Also Present**

John Cloonan – Director of Public Works  
Ted Flanders- Building Inspector  
Ed Basile – Suffield Public Schools Business Manager

**Call to order:** The meeting was called to order at 7:03 p.m.

**Public Comment:** None

**Correspondence:** None

### **Approval of Minutes**

- There were no minutes available to approve.

### **High School Agri-Science Large Animal Facility Project**

- Work has been done to correct the defective grouting of the masonry wall cavities.
- Mr. Flanders passed out the report that stated IMTL is satisfied with the repairs. (29 areas)
- The PBC members will conduct a walk-through this Saturday, March 31, 2012 at 1:30 p.m.
- Mr. Flanders requested a copy of the new drawings of the overhead doors from Mr. Mark Welch. Mr. Cloonan received the latest drawings and they were still not signed.
- The ductwork will need to be cleaned.
- *Review Progress and Schedule*
  - The moisture test on the floor came back very high, so the epoxy cannot be put down yet.
  - It was mentioned that the heat needs to be turned up and dehumidifiers should be placed inside the building.
  - The painting is being done on the walls and ceilings.
  - The seeding for the grass will be done on April 15, 2012.
  - The seating for the auditorium (the bleachers) will be arriving on April 10, 2012. The bleacher company will install them, but the floor has to be done first.
  - Mr. Flanders requested the plans for the bleachers from Mr. Basile.
  - Mr. Cloonan will work on getting coordination for the flooring and the bleachers. He will also have another reading taken on the moisture level and send the results to the PBC members, because the results will be needed before the work can begin.
  - There is a concern about the PV panels on the roof. Mr. Welch had them located on the right hand side in the drawing; however, there could be some shadowing issues with the stacks. Mr. Welch may need to modify the design.
  - The paving contractor plans on starting the 1-inch overlay on the path on April 15, 2012 to repair the path. Mr. Gerry Turbet will be present when that is done to check the road paving. They will grind the high spots first in front of the bridge.

- There was a question regarding the bundles of insulation outside the building. Is this extra material?
- There was a moisture test completed before they painted (copies were handed out to PBC members). The test was done by Mr. Mark Hastings. After a discussion of the report, it was decided to ask for an interpretation on the manual.
- There needs to be another moisture test done now to see what the readings are, now that the grouting has been done.
- Haynes contactors said they could put another sort of primer down (\$10,000.00) to take care of the moisture problem.
- The instruments that were used HOBOS to take the temperature of the brickwork underneath the blankets were either not returned or broken, so an accurate reading could not be taken. (4 were given out – 2 were never returned; 2 were returned broken)
- The roof leaks are all fixed. They should be finishing the roof tomorrow.
- The interior painting is continuing.
- They are in the process of painting the pipes in the animal housing area.
- 50% of the walls in the classrooms are done.
- Sonitroll has completed on the inside of the building.
- The heat is on in the storage area.
- Mr. Cloonan will send the reading of the moisture content to Mr. Torone.
- The walk-through for the two barns was this morning. There were three bidders, and the bids are due back next week. (There was a mandatory pre-bid.) The hazardous waste disposal must be done before the demolition. The bidding contractors will hire their own Hazmat team to combine it as one job.
- There are no new change orders at this time; however, it was decided at the last meeting that Mr. Welch would put a reverse change order in for the testing on the masonry walls. Mr. Welch would like the PBC members to write a letter to Haynes Construction informing them that they are responsible for the cost of the re-testing and indicating that the PBC has already paid IMTL for the re-testing. He made this request so there would be a paper trail and at the end of the project the expenses for the re-testing will be deducted. There is already a draft of the letter that includes this information, as well as a citation of the section of the contract that states Haynes is responsible for the re-testing cost.

### **High School Fire Pump Project**

- Chairman Sangiovanni stated that it looked as though more back fill and electrical conduits had been put in at the project.
- Mr. Cloonan stated that they will be bringing in a temporary electrical panel to hook up the generator and then they can back fill after that. Mr. Mailloux will look at it tomorrow.

*\* Mr. Flanders mentioned at the last meeting that the natural gas pipeline on the Spaulding School roof needs to be replaced. Mr. Basile will look into it – call plumbers and get some prices.*

### **Town Hall Renovation Project**

- The PBC members reviewed the proposals for the architectural and engineering design services for the HVAC and electrical upgrades.
- Only three out of the four original bidders sent in another proposal (Fletcher Thompson, Oak Park, and CES). Mr. Cloonan will contact Brian Oatway from Progressive to confirm that he did not bid.
- It was noted that CES changed their architect to Cheryl Newton.
- There was a discussion of the results of the bids, and Fletcher Thompson had the lowest bid for the lump sum, but requested that the Town complete the commissioning.
- Mr. Torone made a motion (seconded by Mrs. Ellithorpe) to award the Suffield Town Hall HVAC, Mechanical, Electrical, and Plumbing upgrades to Fletcher Thompson for the lump sum amount for Phases 1 and 2 for \$59,150.00 (hourly rate \$125.00 per hour) for

construction administration estimated hours to be determined. Commissioning for HVAC only (\$125.00 per hour) estimated hours to be determined. **Approved unanimously.**

- Mr. Cloonan will contact Ms. Angela Cahill at Fletcher Thompson so a contract can be put together with the scope of detail.
- Chairman Sangiovanni mentioned that the PBC members will have to go through the same process for the Kent Memorial Library project, so they can use a similar RFP to the one for this project (with the addition of windows and brickwork).
- There was a brief discussion of the PBC budget.

#### **Kent Memorial Library Roof Replacement and Interior Renovations**

- Mr. Flanders mentioned that the new bookshelves must be secured (anchored) properly to meet the code.
- *Review Progress and Schedule*
  - The carpeting is finished.
  - The roof membrane has been completed.
  - All the skylights have been repaired and the wood on the inside was painted instead of covered with metal.
  - It should take another two days to complete the liquid membrane. (It was postponed due to cold weather.)
  - The lawn needs to be fixed. (part of the punch list)
  - The architect will do another walk-through for the final punch list.
  - Mr. Cloonan should have the warranty soon.
  - The electrician is still working on more wiring for the desks. (16 work stations)
  - There was a discussion about what to place in front of the windows as a safety barrier in the children's section. Mr. Neilson suggested two possible contacts: Chandler Glass in West Springfield and R&R in East Hampton.

#### **Invoices**

- 1.) Mrs. Ellithorpe made a motion (seconded by Mr. Neilson) to pay Silktown Roofing for Application #4 in the amount of \$128, 373.59 for the work on the library roof. **Approved unanimously.**
- 2.) Mrs. Ellithorpe made a motion (Mr. Neilson seconded) to pay Silktown Roofing for Application #5 in the amount of \$16,238.00 for work on the library roof. **Approved unanimously.**

#### **Other Business**

- None

#### **Schedule Next Meeting**

- The next meeting of the Suffield Permanent Building Commission will be on Thursday, April 12, 2012.

#### **Adjourn**

- There was a motion made and seconded to adjourn at 8:38 PM.

Submitted by  
Kelly Hawkins

Joseph J. Sangiovanni, Chairman

---

Chairman Signature